

**BOARD OF DIRECTORS – ACTION SUMMARY**  
**Wednesday, December 14, 2005 – 6:00 p.m.**

**Administration Building**  
**2101 Hurley Way, Sacramento, CA**

**METRO CABLE 14 ANNOUNCEMENT**

The open session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, December 17 at 4:00 p.m. and Monday, December 19 at 6:00 p.m. on Channel 14; Webcast at [www.sacmetro cable.tv](http://www.sacmetro cable.tv). A VHS copy is also available for checkout from any library branch.

**CALL TO ORDER**

The meeting was called to order by President Granados. Board Members present: Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley. Staff: Fire Chief Mette, General Counsel Rundstrom, Board Clerk Tilson.

**PLEDGE TO FLAG** led by the Girl Scouts of Tierra Del Oro.

**PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA**

Pat Monahan, Vice President of the Sacramento Firefighters Local 522, commended Board President Granados for his ability to keep the District headed in the right direction even in difficult times. He extended his personal congratulations on the appointment of President Granados as Fire Chief for Aerojet Corporation and thanked him for his leadership.

President Granados stated he received the offer today and starts on Saturday in this position.

**CONSENT AGENDA:**

**1. Board Meeting Action Summary—November 30, 2005**

- **Board Action:**  
*Trujillo/Engellenner—approve the Consent item. Directors Duveneck, Engellenner, Goold, Granados, Lawson, Trujillo, Valley, AYE. Directors Kelly and Jones, abstaining. Motion carried.*

**ACTION ITEM(S)****1. Election of Board Officers—(Granados)**

The election of Board Officers was held with the following results:

<b>President</b>	-	<b>H. Peter Engellenner</b>
<b>Vice President</b>	-	<b>Matt Kelly</b>
<b>Secretary</b>	-	<b>Ray Trujillo</b>

**2. Access Security Management System Phase II—(Connor)**

Deleted.

**3. Board Member Training and Travel  
Reimbursements Under AB-1234—(Appel)**

- The impacts to the District under the provisions of AB-1234 are as follows:

Applies to Cities, Counties and Special Districts.

Requires Board members to receive Ethical Standards training at least every two years.

Training to include conflicts of interest, campaign contributions and use of public resources.

Training to be offered each year through conferences, seminars, online courses or other methods.

By agency policy, permits reimbursement for actual official expenses (current Metro policy).

Reimbursements for official expenses must be filed on expense report forms (current Metro policy).

Requires brief Board member report of seminar or conference (current general Metro practice).

With the exception of the newly required biennial Ethics Training element, the District currently meets the provisions of AB-1234.

- Director Goold suggested all employees be offered optional access to attend the ethics training.
- On-line training and other resources are an option if certified by the Secretary of State.
- The Ethics Training class taken once every two years satisfies the requirements for individuals serving on multiple boards.

- Staff recommends: (1) the Board Direct the development of a policy requiring all staff members filing the State Form 700 with the Fair Political Practices Commission to receive the same biennial Ethical Standards training as the Board of Directors, and (2) amend the Board's Conference and Travel policy into a single uniform travel and conference expenditure and reimbursement policy for District employees and Board members instead of two separate policies.

Additional changes were approved by the Board to include the Travel and Conference Expense Claim be "*placed on the Board of Directors' Consent Agenda*" and that "*original*" receipts for expenses be submitted.

- **Board Action:**  
*Duveneck/Valley—approve the staff recommendation and amended travel policy to include the additional changes. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.*

**4. Resolution No. 41-05—Making Application for Annexation of McClellan Business Park—(Appel)**

- Staff recommended adoption and staff be directed to forward the Resolution to the Sacramento Local Agency Formation Commission (LAFCo).
- **Board Action:**  
*Jones/Kelly—adopt the Resolution. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.*

**5. Resolution No. 42-05—Authorizing Execution of Interjurisdictional Employee Exchange Agreement for Assistant Chief Dan Haverty—(Latta)**

- Interjurisdictional Employee Exchange Agreement between the California Military Department and the District authorizing Assistant Chief Dan Haverty to serve as a senior management consultant to the Directorate of Homeland Security Training, Exercise and Evaluation.

The Resolution allows the District to enter into a two-year Agreement, with compensation for only the actual time and service utilized.

- **Board Action:**  
*Engellenner/Jones—adopt the Resolution. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.*

**6. Resolution No. 43-05—Authorizing Execution of Interjurisdictional Employee Exchange Agreement for Captain Glenn Sadler—(Latta)**

- Interjurisdictional Employee Exchange Agreement between the California Military Department and the District authorizing Captain Glenn Sadler to serve as the Training Officer to the Directorate of Homeland Security Training, Exercise and Evaluation, replacing Battalion Chief John Wagner.

The Resolution allows the District to enter into a two-year Agreement for services.

- **Board Action:**  
*Valley/Duveneck—adopt the Resolution. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.*

**7. Proposed Revision-Smoking Policy No. 318.01—(Means)**

- Proposed revision brings the District up-to-date with the Sacramento County Ordinance and codifies current statute, *“which as amended prohibits smoking within twenty (20) feet of any government building.”*

The second paragraph was modified to only state, Smoking *“in any District owned vehicle/apparatus is prohibited.”*

- Additional amendments recommended by the Board to include contact information on available District sources to assist employees interested in smoking cessation, such as medical plans and EARS.
- **Board Action:**  
*Duveneck/Jones—approve revised policy with additional amendments. Directors Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley, AYE. Motion carried.*

**PRESENTATION ITEM (S)**

**1. Grant for Station Alerting System—(Connor)**

- District staff submitted an application to the FY 2005 Assistance to Firefighters Grant to fund new station alerting software and hardware for all District fire stations. The grant was approved for a total of \$686,290, with District cost sharing of \$137,258. Staff has budgeted \$150,000 in the 2005/2006 Final Budget to cover the cost sharing expenses.

- The proposed system will employ methods to waken and alert firefighters with minimum stress by using special lighting that increases in brightness over a specified short time period.
- A Request for Bids (RFB) has been prepared for publication. Staff will present its bid award recommendation at the January 11, 2006 Board meeting.

**RECESS TO CLOSED SESSION 7:00 PM**

[Taken out of Agenda order after Presentation Items]

**CLOSED SESSION GOVERNMENT CODE:****1. LABOR NEGOTIATIONS**

Pursuant to California Government Code Section 54957.6

District Negotiator: Deputy Chief Teresa Means

Employee Organization: Sacramento Area Fire Fighters Local 522

**2. RECONVENE TO OPEN SESSION 7:18 PM—CLOSED SESSION REPORT**

Report by Counsel Rundstrom:

The Board took action to increase the contractual educational incentive in the Local 522 MOU for the last year of the three-year agreement by the following vote:

**AYES:** Duveneck, Engellenner, Goold, Granados, Jones, Kelly, Lawson, Trujillo, Valley

**NOES:** None

**ABSENT:** None

**PRESIDENT'S REPORT—(Granados)**

- This being his last report, he thanked all of the employees and staff for doing a great job.
- Thanked Fire Chief Mette for his work. He is listening to the people in the communities and they are very excited. Looking forward to the next year.
- Thanked Charlotte Tilson for an outstanding job keeping him on track this year.
- Congratulated the newly elected Board Officers.
- Wished everyone a Merry Christmas and a Happy New Year.

**FIRE CHIEF'S REPORT—(Mette)**

- Attended League of Cities two-day Conference in Monterey.
- December 6 –
  - Attended Citrus Heights Chamber of Commerce meeting with presentation by Assistant Chief Haverty.
  - Promotion Ceremony held. Next event is February 7, 2006.
- Incident Reports:
  - December 3 – two-alarm fire in Rancho Murieta.
  - December 4 – two-alarm fire in Citrus Heights-Station 28 area; also a fire in Rancho Cordova.
  - Fires were caused by ashes in a trashcan.
  - December 5 – Fire on Sierra Boulevard-Engine 105 area.
- California International Marathon – in the new Police and Fire Relay division, the Metro Fire team took first place with a time of 2:51, closest team was from the Sacramento Sheriff's running a 3:12.  
Chief Van Brunt took part in the chief-level interagency team with a clocked time of 4:08.
- Happy Holidays.
- Director Lawson requested a report back on the California bidding process when General Counsel is on board.

Sacramento Bee article – he had a question on FEMA funds for local agencies. Individuals from Metro went to the Gulf Coast area but he saw no reflection of proceeds coming back to Sacramento Metro. He requested a total breakdown for the Board on the resources delivered to that area and the amount of funding reimbursed to Metro.

Fire Chief Mette stated he will get the information.

**GENERAL COUNSEL'S REPORT—(Rundstrom)    None**

**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(Granados)**

- Next Meeting: TBD

**Communications Center Delegate—(Engellenner)**

- Next Meeting: December 27, 2005 – 10:30 AM

**California Fire & Rescue Training Authority—(Goold)**

- Next meeting: TBD

**Finance Committee—(Jones)**

- Received report on today's meeting.
- Next meeting: January 11, 2006 – 5:00 p.m.

**Policy Committee—(Trujillo)**

- Next meeting: January 25, 2006 – 5:00 p.m.

**BOARD MEMBER QUESTIONS AND COMMENTS:****Board Members:**

- Wished everyone a Merry Christmas and Happy New Year.

**Duveneck:**

- Station 107 on Eastern Avenue is looking very good.
- Suggested another column be added to the Call Volume Report showing average response and arrival times per engine company.

**Goold:**

- Welcomed Director Jones back and wished her the best of luck in recovery.
- Encouraged a change in policy utilizing the electronic voting board system.
- Encouraged everyone to reflect on a military member serving outside of this area and take time to e-mail or visit their family to wish them a Happy Holiday and safe return. It is their efforts that protect and maintain our freedom and democracy.

**Engellenner:**

- Thanked the Board for electing him as their next President.

**Kelly:**

- Attended the Harassment Training and expressed his appreciation for the fine presentation.
- Today there was an event at Starr King Elementary School for the special needs students. Extended appreciation to the Station 110 crew for their help and bringing an engine over.
- Encouraged everyone to try and help those in need this Holiday Season.

**Jones:**

- On behalf of she and her sister, extended a very heartfelt thank you for everyone's consideration, thoughtfulness, prayers and best wishes on the road to recovery.
- Special kudo to Michelle Cummings of our Community Services Division and all participants working with the Giving Tree in terms of sponsoring children and their various wish list requests. Through personal involvement, we can make a change.

**Trujillo:**

- Congratulated Director Granados on his appointment as Fire Chief with Aerojet.
- Congratulated Director Engellenner on his election as Board President and Director Kelly as Vice President.
- Thanked the Girl Scouts for their Color presentation.
- Thanked the Board Members who gave him their vote of confidence as Board Secretary.

**Lawson:**

- Congratulated the newly elected Board Officers.
- Thanked Charlotte Tilson, Assistant Chief Ron Hord, Battalion Chief Kastros and Captain Ogg for implementing the Christmas Program at the Starr King School. There were 125 children with special needs present and that fire truck brings a lot of smiles that you cannot buy.
- Welcomed Director Jones back.
- Requested future presentations refrain from identifying a Board or staff member to avoid offending anyone.

**ADJOURNMENT** – The meeting was adjourned at 7:35 p.m.

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Gregory A. Granados, President

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Matt Kelly, Secretary

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Charlotte Tilson, Clerk of the Board